

UWA NOTICE OF COLLECTION OF DATA AND CONSENT

UWA Notice of Collection of Data and Consent for ExamSoft	
Information Privacy	<p>Personal information collected, managed, and disclosed by UWA will be in accordance with this Collection Notice and UWA Information Privacy policy, and aligned to the Australian Privacy Principles.</p> <p>Personal Information collected and held by ExamSoft to supply online exam services to UWA is regulated by the Contract between UWA and ExamSoft, US State and Federal law and by the <i>End User Licence Agreement (and Notice of Collection of Biometric Data and Consent)</i> that you directly enter or consent to, with ExamSoft.</p>
What personal information is collected	<p>The personal information collected by, provided to and held by UWA and ExamSoft will vary based on your exam types. This may include your name, email address, student id, IP address, photo, log files, software usage patterns such as key stroke data and video (including audio) recordings (biometric information) of you during your exam.</p> <p>ExamSoft's <i>Notice of Collection of Biometric Data and Consent</i>, describes the personal information (which includes biometric information) that ExamSoft may collect.</p>
Why is it collected	<p>To provide and support the supply, participation in, assessment and records of online exams for UWA students, including invigilated exams.</p> <p>When invigilation is required personal information including biometric information will be collected for the purpose of validating the identity and conduct of the student during the exam.</p>
How is it secured and stored	<p>Information, including your personal and biometric, held by ExamSoft is encrypted and secured within AWS Datacentres in the USA. ExamSoft retains the information only as required to provide the service to Exam takers and UWA.</p> <p>Information including your personal information and biometric information will be transferred to UWA (in Australia) for –</p> <ul style="list-style-type: none"> • review of individual concerns relating to an exam; and • when no longer required by ExamSoft to support providing the service to Exam takers. <p>UWA will retain your personal information as required to meet its obligations under the <i>State Records Act 2000 (WA)</i>.</p>
How is it used, and shared	<p>Information (including personal and biometric) collected and held by ExamSoft will be used for the provision of the online exam service, and invigilation where required of an assessment.</p>

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	<p>Biometric Information collected to monitor conduct during an exam is shared by ExamSoft with the invigilation service (where necessary) ProctorU which is USA-based. No other personal information is shared with ProctorU.</p> <p>UWA will use, maintain and share your personal information in accordance with the University's Information Privacy policy, and for the purposes of providing an examination and assessment process and managing your academic record.</p>
What are my options	<p>Use of the online exam is completely voluntary, you can opt out by choosing -</p> <ul style="list-style-type: none">• not to download and install the software, and/or• not to consent to the collection of your personal information and/or• withdraw your consent after your mock exams. <p>If you choose to opt out you will need to complete the Notification to opt-out of Exemplify examinations so UWA can manage relevant alternative arrangements for you.</p> <p>It is important that you read the described documents before providing your consent and continuing.</p> <p>If you choose to continue and use the online exam service, you will be agreeing to the collection and use of your personal information as stated here, and within the documents described, and consent to the collection and use of your personal information. By clicking next/continue you provide your consent voluntarily.</p> <p>If you use ExamSoft, you can uninstall the software after receiving confirmation that all your exams have been submitted.</p>
Further Information	<p>UWA's Information Privacy Policy can be found at www.web.uwa.edu.au/privacy. This policy includes how you can access personal information held, seek to correct or make a complaint.</p> <p>ExamSoft's Privacy Policy can be found at examsoft.com/privacy-policy, and you may preview ExamSoft's <i>End User Licence Agreement</i> and <i>Notice of Collection of Biometric Data and Consent</i> on the online exam support website.</p>